

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON AUGUST 23, 2017 AT 5:30 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION FOREST
DRIVE, SPRING, TEXAS 77379**

DIRECTORS PRESENT:

Barbara Smith, President
Dana Khan, Vice President
Bruce Roloff, Secretary / Treasurer
Tom Dougherty

DIRECTORS ABSENT:

Gloria Black

IN ATTENDANCE:

4 owners present
Ashleigh Kern, Christopher Williams and Krystle Keller represented the Managing Agent,
FirstService Residential

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 5:35 PM by Mrs. Smith. The managing agent assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

OWNER FORUM

The following items were discussed:

- Concerns with Kempton Park nuisance
- Concerns with potential rainfall to come with Hurricane Harvey
- Owners thanked Sgt. Strain and his Deputies for the wonderful work that they do.

CONTRACT DEPUTY REPORT-SGT. STRAIN

Lt. Cohen reported on behalf of Sgt. Strain:

- 1 Theft Habitation- Landau Park Lane
- 1 Theft Vehicle- Lake Sterling Gate Drive
- 2 Theft Other- Herts Road and Parish Hall Drive
- 2 Criminal Mischief- Guinstead Drive and Rockford Hall Drive
- 2 Family Disturbance- Lake Sterling Gate Drive and Farnell Court
- 5 Other Calls- Guinstead Drive, Rockford Hall Drive, Abberton Hill Drive, Kennet Valley Drive and Cypresswood Drive

Stealth radar has been done over the last few months on Cypresswood. Reports indicate that 75-80% of the vehicles are traveling within the 35-40mph speed. Champion Drive is being actively enforced.

Recommend that when putting items out to give away, that they be removed within 24 hours of placement.

PUD DISTRICT REPORT-GREG DICIOCCIO

Mr. Dicioccio reported:

- Construction on Champion Forest Drive- this is utility line work being done. While drilling underground a main water line was damaged and expected to be repaired by the evening of August 23, 2017.
- No current updates on the Raveneaux project.

Champion Forest Fund, Inc. Board of Directors thanked the PUD for donating \$1,000 to the National Night Out event. They also requested consideration of the PUD park being added to the Constable Contract the association is under to help control wild dogs running through the park.

CONSIDERATION OF THE MINUTES:

On a motion duly made, the minutes of the Board Meetings held July 26, 2017 were approved.

RATIFICATIONS OF ACTIONS TAKEN BETWEEN MEETINGS:

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, all of the Board members individually agreed to the following actions: approval of the force mow clean up bid for \$700. On a motion duly made, said actions were ratified and approved.

CONSIDERATION OF:

Monument Sign Pressure Washing Bids

On a motion duly made, the Bellaterra bid to chemically treat the monuments and pressure washing was approved.

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report- Dana Khan:

- Esplanades are in good shape.
- Tree that has been struck by lightning has not been removed. Following up with Bellaterra on removal.
- Magnolia tree on Herts Road was replaced.
- Batter controller installed at Strack and Champion Forest Dr.

Architectural Report/Outstanding ACC-Management- Tom Dougherty:

Mr. Dougherty reported that four ACC applications had been reviewed and approved.

Neighborhood Watch-Barbara Smith:

Mrs. Smith reported that she is continually working with Jackie Kern on the Neighborhood Watch Program.

Web-site Update- Tom Dougherty:

Mr. Dougherty is currently working with Web Administrator for FirstService Residential and Andrew Marquadat on the web-site upgrade options and plans to have report to present Board at next meeting.

Community Liaison/Social Committee:

Mrs. Smith reported on behalf of Mrs. Black that the details for the National Night Out event are being worked out. Mrs. Khan will request volunteers from the Honor Society to assist with handing out food and setting up for the event.

MANAGEMENT REPORT:

Financial Statement Review-July 2017:

Management reviewed the financial statements for the period ended July 31, 2017. On that date, the Association had a cash balance of \$458,306 in the operating fund and \$151,102 in the replacement fund. For the months ended July 31, 2017, the Association had total revenue of \$308,826 and total expenses of \$276,267 operating at a surplus of \$32,559. The report was accepted.

Deed Restriction Enforcement:

Management reported that the association had 158 open violations.

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for September 27, 2017 at 5:30 PM and owners would be notified.

ADJOURN TO EXECUTIVE SESSION

The Board adjourned to executive session to discuss legal matters and owner account requests.

RECONVENE IN OPEN SESSION

Following the Executive Session, the regular meeting of the Board of Directors reconvened. No owners were present for the meeting.

On a motion duly made, the Board authorized one owner payment plan presented by Holt and Young, violation suit for one owner, and declined one owner payment plan presented by Holt and Young.

Management was asked to do an inspection of the community focusing only on unapproved Architectural Improvements.

Management was asked for the following:

1. Provide direct contact lines for the management team to all owners.
2. Meet the legal requirements of posting all meeting agendas within the 72- hour required timeframe.
3. Inspections for exterior repairs are not being done properly and need more attention.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:10 PM.

Respectfully submitted:

T. McDonald
Recording Secretary

Approved as Correct:

Barbara K Smith 3/1/18
Director Date